



**THE CITY OF
GROVETOWN**
RISING TOWARD ITS FUTURE
WEEKLY ACTIVITIES REPORT
March 10, 2023

Good afternoon,

The City of Grovetown was one of the sponsors for the Columbia County Chamber of Commerce Career & College Expo held on March 9th at the Columbia County Exhibition Center. Several hundred people were in attendance.

We have a City Council meeting scheduled for Monday, March 13th in the Council Chambers at City Hall. The public is invited to attend. A meeting agenda is posted on our website and the meeting will be livestreamed on the City's Facebook page.

All City departments are busy with spring cleaning, and we welcomed last night's rain to help with the pollen.

Please be reminded curb-side pickup is for rough garbage and yard waste, not for household trash. Be sure yard waste is placed at the curb on Sunday night in the appropriate week for pickup in your neighborhood. Also be reminded that we do not pick up tree debris when a company cuts it. It is the responsibility of the company to move it.

PUBLIC SERVICE ANNOUNCEMENT TO RESIDENTS:

*The CDC has recently revised its guidelines for COVID-19, helping communities determine steps to take based on the most current data by introducing COVID-19 Community Levels (Low, Medium, and High). Currently, Grovetown is at a **LOW** level. This means that the CDC recommends staying up to date with COVID-19 vaccines and getting tested if you have symptoms. You may choose to mask at any time; mask recommendations may change if cases and hospitalizations in the area begin to rise. The pandemic has impacted City operations at all levels, including some of our third-party providers. Various departments may at times operate with smaller crews due to COVID-19. Employees are required to quarantine according to CDC guidelines after contracting or being exposed to the virus. Their absences, while temporary, may negatively affect the City's ability to provide on-time services. The City would like to thank residents in advance for their understanding during this time.*

Please be aware that there is an ordinance against illegal parking and this ordinance is being enforced. Also be aware that our City has a tree ordinance. Before cutting a tree, please contact Planning and Community Development for guidance on this matter.

If your trash can is missed during pickup, please contact Grovetown City Hall at 706-863-4576, ext. 450.

We have several job openings in the City. For those who may be seeking employment, please visit our website at www.cityofgrovetown.com/jobs.

Human Resources

Personnel Count

- 152 full-time number authorized
- 128 full-time number employed
- 1 part-time (Museum)
- 5 part-time/as needed (Firefighters)

Vacancies (24)

- 1 Human Resources Technician
- 1 Road Patrol Sergeant
- 1 Road Patrol Officer
- 2 Traffic Officer
- 4 Public Safety Dispatcher
- 1 City Planner
- 1 Utility Services Director
- 1 Sewer Plant Operator Class III License
- 1 Sewer Plant Operator Trainee
- 2 Light Equipment Operator (Water)
- 1 Light Equipment Operator (Streets and Sanitation Dept.)
- 1 Heavy Equipment Operator 2 (Streets and Sanitation Dept.)
- 1 Administrative Assistant – Municipal Court
- 1 Meter Maintenance Technician Coordinator
- 5 ***positions to be advertised at a later date***
- 3 Part-Time Firefighter/EMT

Hiring Actions

- 1 internal promotion (Ryan Weinberg) to Heavy Equipment Operator II on 3/4/2023
- 2 Light Equipment Operators – Streets and Sanitation Dept. started on 3/6/2023
- 2 conditional job offers extended to 2 applicants for Part-Time Firefighter/EMT – Fire Rescue on 3/10/2023

Safety/Training/Wellness

- Watch for Proper PPE

Worker's Comp Claims

- Nothing to report

Additional information

- Processed additional applications and preparing for interviews

- Scheduling additional interviews for other jobs as we receive enough completed applications from qualified applicants
- Processing pre-employment paperwork and backgrounds on several potential employees
- Preparing conditional job offers for several applicants
- Updated 3 job descriptions to be presented to City Council for approval
- Attended the Columbia County Chamber of Commerce Career & College Expo

Finance

- Asst. City Administrator attended spring GCCMA conference for managers and administrators around the state that covered many interesting topics that apply to Grovetown now and into the future

Police Department

- Police Dept. arrested 21 subjects during this period:
 - 4 for Aggravated Assault, Terroristic Threats and Acts (x3), Possession of Marijuana with Intent to Distribute, and Unlawful Criminal Street Gang Activity
 - 3 for DUI, Open Container, Failure to Maintain Lane, Failure to Appear, Driving while License Suspended, and Child Endangerment
 - 2 for Driving while Unlicensed (Speeding, Failure to Maintain Lane, Fleeing and Eluding
 - 2 for Possession of Marijuana with Intent to Distribute, Possession of a Firearm During the Commission of a Crime, and Unlawful Criminal Street Gang Activity
 - 1 for Suspended License and Headlight Requirement
 - 1 for Trespass (City Ordinance)
 - 1 for Battery (Family Violence) and Cruelty to Children in the 3rd Degree (x2)
 - 1 for Aggravated Assault and Cruelty to Children in the 3rd Degree (x2)
 - 1 for Reckless Conduct and Possession of a Firearm by a Convicted Felon
 - 1 for Failure to Appear Warrant for City of Grovetown and McDuffie County
 - 1 for Unruly Juvenile, Possession of Drug Related Objects, and Possession of Vape
 - 1 for Public Intoxication
 - 1 for Columbia County Sheriff's Office Warrant
 - 1 for Criminal Attempt – Home Invasion, Possession of a Firearm by a Convicted Felon, and Possession of a Firearm During the Commission of a Crime
- Criminal Investigation Division had 7 cases assigned and closed 4 cases
- CID expeditiously found 2 runaway juveniles and returned them safely to their parents

Fire Rescue

- Fire Dept. responded to 23 calls:
 - 15 medical
 - 8 fire
- Shift 2 gave a fire safety presentation at World of Hope Daycare on E Robinson Ave.
- Shift 3 conducted multicompany training on fire streams and pump operations
- Lt. Derrick Smith completed NPQ Evaluator training through GA Firefighter Standards and Training Council

General Services

- Leisure and Recreation Shop: Cleaned shop and washed/cleaned interior of all vehicles
- Public Safety: Mulched flower beds and cut grass
- Kiddie Park/Grovetown Trails at Euchee Creek/Historical Park/Goodale Park/Wildflower Garden: Cut grass and pulled weeds
- Liberty Park: Cut grass, cleaned restrooms, and dragged all baseball fields

Facility Maintenance

- 9 work orders for this week:
 - 4 at City Hall, 2 at Liberty Park, 1 for Public Safety, 2 at Grovetown Trails at Euchee Creek, and 1 at Goodale Park.

Fleet Maintenance

- **Utility Services**
 - Chevy Silverado Pickup: Routine maintenance, replaced windshield (V145)
 - Ford F-250 Utility Truck: Routine maintenance (130)
 - Chevy Silverado Pickup: Routine maintenance (V174)
- **General Services**
 - Big Tex U-Dump Trailer: Repaired flat tire (E195)
 - Hustler Mower: Routine maintenance (E157)
- **Public Safety**
 - Chevy Tahoe: Repaired front fender (V137)
 - Ford Police Interceptor: Routine maintenance (V125)
 - Ford Police Interceptor: Replaced front brake pads and coolant tank (V89)

Streets and Sanitation Dept.

- Picked up 31 bags of litter throughout City and on the main thoroughfare
- Collected total of 37.81 tons of bulk and yard waste
- Removed low hanging limbs on 3rd Ave., Williams St., and Hayne Dr.
- Repaired potholes on Creekside Dr. and Whiskey Rd.
- Utilized Street Sweeper to clean Newmantown Rd., Spring St., and Robinson Ave.
- Completed 7 work orders

Rental and Member Updates

- 1 new rental contract
- Facilities and fields were utilized a total of 99 hours
- 6 contracts returned with payment
- 1 new gym membership

Upcoming Events/Programs

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM
- Spring Fest: 4/1/2023 from 11AM-2PM

Utility Services

Water Dept.

- 50 locates
- 87 service orders
- 8 histories

- 1 repaired water leak
- 5 state samples
- White painted 607-608 Cedarwood Ct.
- Checked for leak at 116 Thorton Dr. and 810 Landing Dr.
- Called in 1 locate
- Prepared and cleaned old trash cans for use
- Cleaned and organized trucks
- Installed 5 meters at Robin Landing
- Cut grass at Liberty Hills retention pond and around barn
- Attended safety meeting

Stormwater Dept.

- Cut grass within right-of-way easement at Carleton pond
- Repaired wash out at plant pond and hauled away contaminated dirt
- Completed repairs for RingoMatic
- Cleaned out ditch on Katherine St.
- Jetted and cleaned ditch at 110 Howell St.
- Attended safety meeting

Sewer Dept.

- Conducted daily checks on lift stations
- Used vac truck to clean out Euchee Creek and Milton Hitt lift stations
- Cut grass at Grovetown Crossing
- Hosed off digester walls and area around effluent
- Picked up toolboxes and tools for truck
- Mounted toolboxes in bed and organized tools

WWTP Employees

- Conducted permit required laboratory testing
- Had EPD inspection
- Cleaned disc filters
- All 3 aerators back online

Infrastructure Division

- Conducted 19 developmental infrastructure inspections
- Addressed 3 water lines hit during fiber boring in Summerfield and Reynolds Pond subdivisions
- Reviewed and submitted plans for 111 Howell St.
- Reviewed 3 sets of plans for Comcast boring projects
- Conducted daily inspections at:
 - Deer Hollow Sections 3A and 3B
 - Rivercrest Townhomes
 - Caroleton Townhomes
 - 201 Old Berzelia Rd.
 - Dollar General – Pepperhill
 - Euchee Creek – Comcast fiber bore
 - Reynolds Pond – Comcast fiber bore

Information Technology

- Prepared to replace dispatch computer for life cycle replacement
- Virtually attended Emerging Technology Summit hosted by GCN over 3 days
- Installed new business class copier at Police Dept.
- Attended meeting with Tyler ERP Pro 10 for AP automation rollout
- Scheduled 2 meetings for third party to provide Microsoft/cyber/applications training to determine cost and feasibility
- Setup and delivered replacement phone for General Services employee
- Completed talks with Pollock to provide City network penetration and vulnerability testing
- Calls for service volume was moderate at 17
- This week IT Tech John Klosinski celebrated 1-year with the City

Planning and Community Development

- Planning and Community Development held a public meeting in the Council Chambers at City Hall on 2/28 at 6PM to discuss the City's zoning code revision. Video from the event is archived on the City's Facebook page.
- A public hearing on the topic will occur at the next Planning Commission meeting on **3/16 at 6PM** in the Council Chambers
 - A draft copy of the code revision is now live. Citizens are encouraged to submit comment throughout the process to rkurtz@cityofgrovetown.com. Follow this link for the information page on the City's website:
 - <http://cityofgrovetown.com/304/Zoning-Code-Revision>
- Code Enforcement Officers Mark Haynes and Leigh Lackey attended the Georgia Association of Code Enforcement (GACE) semi-annual conference in Savannah from 3/8-3/10.
- Director Ronnie Kurtz attended the Rotary Club of Columbia County West's weekly luncheon on 3/7.
- Our Director met with Dr. Jermaine Whirl, President of Augusta Tech, to discuss opportunities to collaborate on future development and the prospects for their new campus on 3/8.
- Our Director attended the Columbia County Chamber of Commerce's monthly Government Affairs Committee meeting on 3/9.
- Our Director virtually attended the Georgia Planning Association's weekly Policy and Advocacy meeting on 3/10.
- 25 total building inspections

Meeting Update

- Planning Commission
 - 3/16 Meeting:
 - Request to approve Final Plat for 610 Katherine St.
 - Request to approve Final Plat for 401 E Robinson Ave.
 - Request to approve Final Plat for 109 Old Thompson Rd.

- Consideration of text amendments to “Appendix A – Comprehensive Zoning Ordinance” of the City of Grovetown Code of Ordinances and repeal of the City of Grovetown Form Based Code (City Center Districts).
- BZA
 - 4/6 Meeting: No Agenda

Code Enforcement Update

- 2 cases deemed in compliance
- 6 signs removed from public ROW
- Inoperative/Abandoned Vehicles
 - 1 NOV
- Parking Violations
 - 3 warnings
- Trash Containers
 - 1 NOV
- Property Maintenance
 - 3 NOVs
- Obstruction of ROW
 - 1 warning
- 1 response to Civil Concerns

DEVELOPMENT PROGRESS CHART

MARCH 10, 2023

Sr. No.	PROJECT NAME And Project Details	Building Permits Issued	CO Issued	% of Project Completed	Comments
Commercial					
1	Dunkin’ Site (4 Unit Building)	3	2	50%	No change
2	Dollar General (Pepperhill)	1	-	-	Site work in progress
Residential					
1	Grove Landing, Section 5 (64 Single Family Homes)	64	59	92%	No change
2	Brighton Landing, Section 2 (67 Single Family Homes)	68	60	90%	No change
3	McCoy’s Creek Section 6 (52 Single Family Homes)	50	49	94%	No change
4	Deer Hollow Section 2 (110 Single Family Homes)	105	92	84%	No change
5	Deer Hollow Section 3A (54 Single Family Homes)	22	4	7%	No change
6	Caroleton Phase 3 (103 townhomes)	42	30	29%	No change
7	Robin Landing Townhomes (47 Townhomes)	47	35	74%	No change

8	Rivercrest Townhomes (45 Units in 18 Buildings)	-	-	-	Site work in progress
	Renovation Permits Issued	9			
	New Construction Permits Issued	0			
	Total Permits Issued	9			
	New Business Licenses Issued: 1				
	Renewal Business Licenses Issued: 1				

Public Information Officer

- Observed Women’s History Month via social media
- Corresponded with WFXG FOX 54 regarding various media inquiries
- Registered members of City leadership for 3/22 Columbia County Chamber of Commerce Executive Luncheon Series
- Booked appearance on FOX54 Mornings for 3/28
- Updated City website
- Attended 3/6 introductory meeting with new Augusta Magazine rep
- Completed paperwork, prepped materials for, and attended 3/9 Columbia County Chamber of Commerce Career & College Expo
- Highlighted City employees via social media
- Observed International Women’s Day via social media
- Alerted public to Goodale Park walking track closure via social media
- Alerted public to phone system reboot and service restoration via social media
- Shared weather alerts from NWS via social media
- Shared traffic updates from Columbia County via social media
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- *Council Meeting: 3/13/2023 at 6PM in the Council Chambers at City Hall*
- *Planning Commission Meeting: 3/16/2023 at 6PM in the Council Chambers at City Hall*
- *Spring Fest: 4/1/2023 from 11AM-2PM at Liberty Park*

Closing Comments

A sincere thank you to all our employees for keeping our town safe and clean.

Gary E. Jones, Mayor

